



Agency Records Disposition Schedule

Department: Department of Corrections

Section: Institution

Division: Division of Adult Institutions

Sub-Section: Food Service

TITLE: Food Service Records

CUTOFF: EOY

DESCRIPTION: Documentation related to food service operations. Files may include food inventory, meal logs, daily counts, and menus.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES #: 19441

SERIES STATUS: Approved

APPROVAL DATE:

12/17/2008
